

Minutes of the Finance Committee

Wednesday, November 16, 2011

Chair Haukohl called the meeting to order at 8:30 a.m.

Present: Supervisors Pat Haukohl, Pamela Meyer, Ted Rolfs, Bill Zaborowski, Dave Falstad, and Jim Heinrich. Rob Hutton arrived at 8:34 a.m. Rolfs left the meeting at 9:35 a.m.

Also Present: Chief of Staff Mark Mader, Business Manager Lyndsay Johnson, Inspector Steve Marks, Fleet Manager Bob Rauchle, Business Manager Betsy Forrest, Public Works Director Allison Bussler, Land Resources Manager Perry Lindquist, Senior Financial Analysts Clara Daniels and Bill Duckwitz, Financial Analyst Danielle Igielski, Parks System Manager Duane Grimm, Deputy County Clerk Kelly Yaeger, Principal Financial Projects Analyst Bob Ries, and Budget Manager Keith Swartz. Recorded by Mary Pedersen, County Board Office.

Approve Minutes of 11-9-11

MOTION: Falstad moved, second by Heinrich to approve the minutes of November 9th. Motion carried 6-0.

Schedule Next Meeting Dates

- December 14th (Absent: Heinrich)

Chair's Executive Committee Report of 11-14-11

Haukohl highlighted the following items from the last Executive Committee meeting.

- Approved the ordinance to extend prohibition of weapons in additional County buildings.

Hutton arrived at 8:34 a.m.

- Heard an update on Community Development Block Grant and the transition of this program to the Parks & Land Use Department. They also received an update on 2008 flood dollars and current projects, and the lead abatement program.
- Per the request of Supervisor Hutton, discussed the possibility of starting County Board and committee meetings in the evening. A consensus of the committee felt this was not a good time to make those changes and current start times will remain.

Ordinance 166-O-079: Accept And Appropriate Additional Revenue From The State Of Wisconsin For Mutual Aid Assistance

Johnson and Marks were present to discuss this ordinance which involves accepting \$123,227 in State revenues as reimbursement for expenses incurred while providing security assistance at the State capital during February and March of this year. Johnson indicated that \$90,000 will be used to offset increased fuel prices. The actual price of fuel in 2011 to date has been an average of about \$3.50 per gallon versus a budgeted price of \$3.00 per gallon. The remaining \$33,227 will be appropriated elsewhere in the budget to help cover decreased revenues. To answer Hutton's question, Johnson advised gas was budgeted at \$3.30 per gallon in the 2012 budget.

MOTION: Falstad moved, second by Hutton to approve Ordinance 166-O-079. Motion carried 7-0.

Ordinance 166-O-075: Appropriate Additional Revenues And Expenditures To The Central Fleet 2011 Budget

Forrest and Rauchle discussed this ordinance which involves increasing interdepartmental revenues by \$285,000 and charges for services revenues by \$50,000 and appropriating \$335,000 of Central Fleet operating expenditures to provide for the purchase of fuel (\$235,000), commercial services (\$50,000), and parts (\$50,000). Forrest noted that revenues are coming from both internal and external customers. She added that they have been working with the Parks & Land Use and the Sheriff's departments on "where they are at with fuel." Rauchle distributed copies of "Waukesha County Fuel Prices – 2011" which included information on average fuel cost incurred by the department from January through November. He also said the average price has exceeded the budgeted \$3.00 per gallon and \$3.30 per gallon is budgeted for 2012.

MOTION: Zaborowski moved, second by Falstad to approve Ordinance 166-O-075. Motion carried 7-0.

Ordinance 166-O-073: Approve Agreement Between Veolia ES Emerald Park Landfill, LLC, City Of Muskego, City Of Franklin, Town Of Norway, Racine County, And Waukesha County For Western Expansion Of Veolia Emerald Park

Lindquist discussed this ordinance as outlined which authorizes the department to execute an agreement with Veolia ES Emerald Park Landfill, LLC and the listed municipalities related to the continued operation of the landfill located in the City of Muskego. While the agreement adjusts the total capacity of the landfill, the existing terms and rate schedule for the facility remain unchanged. The County will continue to receive the tonnage fee specified by the contract, escalated by 5.2% annually. The department estimates that the County's share of this revenue at about \$301,000 for 2011 and about \$316,000 for 2012. Lindquist distributed copies of "Emerald Park Landfill – Western Expansion Revised" which included history of the landfill and details of the western expansion dating back to 2005.

Haukohl felt landfill revenues should go back into County programs other than Land Information Systems (LIS) and will ask budget staff to explain how these funds will be distributed between the different programs. Later in the meeting, Swartz explained that \$100,000 of landfill revenues are being allocated to LIS to offset approximately \$110,000 in revenue shortfalls due to a decrease in Register of Deeds document recording fees. Overall, landfill revenues were over budget by \$140,000 and the remaining \$40,000 will go into the Tarmann Parkland Acquisition Fund.

MOTION: Heinrich moved, second by Hutton to approve Ordinance 166-O-073. Motion carried 7-0.

Ordinance 166-O-074: Anchor Bank Property Acquisition

Grimm discussed this ordinance as outlined which authorizes the use of \$550,000 from the Walter J. Tarmann Parkland Acquisition Fund to purchase 61.29 acres of land in the Town of Mukwonago from Anchor Bank. Additional expenses are estimated at \$12,500. Although State and Federal funding is not available for this purchase, the County has requested a letter of retroactivity from the State DNR which maintains the County's eligibility for partial funding.

Grimm gave a PowerPoint presentation which included aerial photos and landscape photos of the area which Grimm described as a very attractive piece of property. He noted there is a small parcel within the boundaries of the Anchor Bank property which includes a small vacant home and is not included with the acquisition. This parcel is not owned by Anchor Bank and efforts to locate the owners have been unsuccessful.

Hutton said he voted against this ordinance in Land Use Committee because of the small parcel still in question and he is concerned about the end result. Meyer disagreed and said it was not our intent to purchase that parcel. It does not impact what we will be doing with the other land. To answer Zaborowski's question, Grimm said this is being purchased for greenway purposes and to protect the river. To answer Haukohl's question, Grimm indicated that adjacent properties are subject to purchase as previously approved in the County's Parks & Open Space Plan. Falstad expressed concerns about the government purchasing property for "the sake of just having nice property." Haukohl agreed with Grimm who said this will help preserve the river corridor.

MOTION: Rolfs moved, second by Meyer to approve Ordinance 166-O-074. Motion carried 6-1. Hutton voted no.

Fund Transfer 1011-042000-01: County Clerk – Transfer Funds from Interdepartmental Expenses to Operating Expenses

Yaeger and Duckwitz were present to discuss this fund transfer as outlined which involves transferring \$10,000 that would otherwise not be used to cover costs associated with the recall election held earlier this year between State Sen. Alberta Darling and Sandy Pasch.

MOTION: Heinrich moved, second by Falstad to approve Fund Transfer 1011-042000-01, County Clerk's Office. Motion carried 7-0.

Rolfs left the meeting at 9:35 a.m.

3rd Quarter Report on Investments

Ries reviewed his report which included information on investment yield and revenues, average daily balance, investment portfolios, and total County investment income, balances, and average investment rates. The total return for the 3rd quarter was down 74 basis points from the last quarter, to 0.42%. Total investment earnings for the quarter were \$924,695, down \$1,149,438 from the 2nd quarter. The average investment balance during the 3rd quarter of 2011 was \$218,065,496. This compares to \$204,072,938 and \$210,288,171 during this same time period in 2009 and 2010, respectively.

MOTION: Zaborowski moved, second by Hutton to accept the 3rd quarter report on investments. Motion carried 6-0.

3rd Quarter Report on Special Revenue Funds

Swartz and Duckwitz discussed their report entitled "9 Months – 2011 Budget Monitoring Summary Report – Special Revenue Fund Operations." Swartz noted only eight funds remain in the Special Revenues Fund due to new Governmental Accounting Standards Board (GASB) regulations. Five Special Revenue funds have moved to the General Fund.

- Public Works - Transportation Fund: Projecting a \$731,000 favorable fund balance. State Highway Operations is projecting an \$11,000 favorable fund balance; County Highway Operations - \$679,000 favorable; and Transit Services - \$41,400 favorable.
- Parks & Land Use - Community Development Fund: Projecting expenditures over revenues by \$268,700.
- Health & Human Services - Aging & Disability Resource Center Fund: Projecting to break even.
- Parks & Land Use - Tarmann Parkland Acquisition Fund: Projecting a \$36,000 surplus of revenues over expenses.

MOTION: Heinrich moved, second by Zaborowski to accept the 3rd quarter report on special revenue funds. Motion carried 6-0.

MOTION: Falstad moved, second by Zaborowski to adjourn at 10:18 a.m. Motion carried 6-0.

Respectfully submitted,

Pamela Meyer
Secretary